

# NEWPORT NEWS REGIONAL LOCAL HUMAN RIGHTS COMMITTEE (NNRLHRC)

September 13, 2011- DRAFT

## MINUTES

<b>PRESENT:</b>	
Felicia Tyler	LHRC Member, Chair
Deborah Elliott	LHRC Member, Co-Chair
Robin Rukin	LHRC Member, Secretary
Robert Thompson	LHRC Member
Stewart Prost	Office of Human Rights
Hillary Zaneveld	Office of Human Rights
Tomeka Frederick	Brighter Futures
Danielle Wade	Chessen and Associates
Heather Fisher	Family Solutions
Barbara Farrell	Residential Living Options
Coston Griffin	Alexander House
Darnell Parker, Jr.	C.A.T.C.H
Patina Sharpe	Guiding Young Girls
Simone Dreher	Guiding Young Girls
Robert Stitt, Jr.	Inner Circle
Ednora Mason	Heart & Soul
Bobbie Bradley	Heart & Soul
Vincent Hamilton	Heart & Soul and Volunteer Liaison with Faith Hope Care Provider
Pierre Ames	Opportunities for Growth
Clarence Mayo	Faith Hope Care Provider
Chris Ruble	Newport News Behavioral Health Center
Carey Chappell	Newport News Behavioral Health Center
Jill Adrian	Newport News Behavioral Health Center
<b>ABSENT:</b>	
None	

### **I. CALL TO ORDER**

The meeting was called to order by Ms. Tyler, Chairperson at 2:05pm.

### **II. REVIEW OF THE MINUTES**

The minutes for the June 14, 2011 meeting were reviewed. A motion was made by Ms. Elliott to accept the minutes as written. Motion was seconded by Mr. Thompson. Vote was taken, all in favor.

### **III. OLD BUSINESS – No Old Business**

### **IV. NEW BUSINESS**

#### **A. Topic: Opportunities For Growth to brief their program and request affiliation**

Overview: Mr. Pierre Ames briefed the Newport News Regional LHRC (NNRLHRC) board members about their program.

Opportunities For Growth, LLC provides Intensive In-Home Services to children and families in the Newport News Region. Their goals are to address problems and to provide therapeutic services designed to empower those individuals and families, allowing them to develop and lead healthier and more productive lives. The program is family focused and committed to providing support through direct, intensive in home services to youth who are at risk for out of home placement due to mental health issues.

The primary purpose of the Opportunities For Growth, LLC Program is to preserve the family unit and prevent the unnecessary placement of children outside of their homes or communities. Some of their services include: Customized Individual and family counseling, life skills training, therapeutic parenting techniques, communication and relationship enhancement, conflict resolution strategies and individualized case management.

Opportunities For Growth works with clients and their families to reduce or eliminate this risk and establish a stable, healthy, home environment. Each counselor is required to spend a minimum of 5 hours per week with each family.

**Intensive In-Home Services Include:**

- Individual therapy
- Family therapy
- Case management
- Crisis intervention

**Client Characteristic:**

The population served would include youth 5 years old to 21 years, with mental, behavioral, or emotional disturbance which have resulted in significant impairment. The client is at risk for out-of home placement due to interpersonal conflicts with family or community. Eligible youth must have a history of prior interventions that substantiates the need for intensive in-home services. The youth's behavior problems must demonstrate an inability to function within the school, home or community as evidenced by the risk of removal from one or all of these areas. The youth may also demonstrate difficulty in cognitive ability such that they are unable to recognize personal danger or inappropriate social behavior. In addition, at least one parent with whom the child is living must be willing to participate with Intensive In-Home Services, with the primary goal of keeping the child with the family.

Action: A motion was made by Mr. Thompson to affiliate Opportunities For Growth to include the approval of their behavioral management policy and program rules of conduct. Motion was seconded by Ms. Rukin. Vote was taken, all in favor.

Note: Cooperative Agreement was received by OHR and signed during the meeting by Ms. Tyler, NNRLHRC Chair.

**B. Topic: Faith Hope Care Provider to brief their program and request affiliation**

Overview: Mr. Vincent Hamilton briefed the NNRLHRC board members about their program.

Faith Hope Care Provider, LLC provides individuals with a variety of inclusive resident and community opportunities to mainstream back into the community. Service is designed to help each individual develop ways to maximizing their ability to achieve their life's aspirations and desired outcomes. Each individual will have input about their personal preference and the development of their individual support plan.

**Population Served:**

- An individuals must:
  - Primary intellectual disability diagnosis and have other documented needs in two or more adaptive skills area. Individual can have a secondardy (MH) intellectual disability diagnosis.
  - Meet the Level of Functioning eligibility criteria in two or more of the following areas:
    - Health and Safety
    - Communication
    - Task Learning
    - Personal Self-Care
    - Mobility
    - Behavior Management
    - Community Integration Skills
- At least 18 years of age
- Not have behaviors that require intrusive behavior management techniques that jeopardize the health, safety, and welfare of themselves, other individuals, or general public.

Action: A motion was made by Ms. Elliott to affiliate Faith Hope Care Provider to include the approval of their behavioral management policy and program rules of conduct. Motion was seconded by Mr. Thompson. Vote was taken, all in favor.

**C. Topic: Family Solutions to brief their new Adult Group Home program and request affiliation**

Overview: Ms. Heather Fisher briefed the NNRLHRC board members about their program.

Family Solutions has assessed their current community needs in regards to the population they serve and have determined that they would like to expand their services to meet the needs of their aging male residents. Their current licenses allow them to serve residents up to 21 years of age if they remain in the school system. They are seeking to modify one of their licenses at their 2111 Greenwood location from its current 16-21 years of age to 18 years of age and up. The home has been licensed under Children Residential facility since 2006 and is in good standing with all inspections at this time. The home houses 6 individuals, has 3 bedrooms and 2 bathrooms.

The services provided will be the same population they currently serve with the same policies and staff with the exception of their age.

Action: A motion was made by Ms. Tyler to affiliate Family Solutions new Adult Group Home to include the approval of their behavioral management policy and program rules of conduct. Motion was seconded by Ms. Rukin. Vote was taken, all in favor.

**D. Topic: Approval of revised Newport News Behavioral Health Center's Contraband Policy**

Overview: Ms. Carey Chappell from Newport News Behavioral Health Center briefed the revised changes to their Contraband policy to the NNRLHRC board members. Earrings have been added to the Contraband Policy as a banned substance at their facility. Per Ms. Chappell earrings will be reintroduced to the residents at higher program levels of their treatment and up to the discretion of their Program Director.

Action: A motion was made by Mr. Thompson to accept the revised Newport News Behavioral Health Center's Contraband Policy. Motion was seconded by Ms. Elliott. Vote was taken, all in favor.

**V. ADVOCATE'S REPORT**

- Mr. Prost introduced Hillary Zaneveld, new OHR Human Rights Advocate. Ms. Zaneveld has been with the OHR since May 2011. Ms. Zaneveld will be the OHR liaison for the NNRLHRC starting in December.
- Mr. Prost stated that the OHR is still interviewing for an additional Human Rights Advocate.
- The State Human Rights Office has standardized the period a report covers. The quarters for all LHRCs are: 1<sup>st</sup> Qtr January – March, 2<sup>nd</sup> Qtr April – June, 3<sup>rd</sup> Qtr July – September, and 4<sup>th</sup> Qtr October – December. A partial 3<sup>rd</sup> quarter report will be submitted to Ms. Margaret Walsh for this meeting; however the December 2011 will have the actual 3<sup>rd</sup> quarter data. A suggestion for the December meeting would be to have the NNRLHRC board members change the meeting months to January, April, July, October for 2012 to reflect the standardized quarters. The annual report will be due by January 15, 2012. The annual report will only cover July 1 – December 31, 2011, due to the new format requirements.
- Ms. Zaneveld stated that it is the recommendation of the OHR that the synopsis of the any incidents on the quarterly report be separated and presented during closed session. The numbers provided on the quarterly report are briefed during the meeting and are public domain.
- It is also the recommendation of the OHR to mail (not e-mail) all closed session data to each of the board members and OHR two week prior to an LHRC meeting. This includes any synopsis of incidents on the quarterly report.
- The Cooperative Agreement was handed out and briefed by Mr. Prost and Ms. Zaneveld. The agreement needs to be filled out by the Provider and brought to the December 13<sup>th</sup> meeting for the Chair, Mr. Tyler to sign. It is very important to have any individual that will representing your organization at an LHRC listed on the agreement. If a Provider sends an individual not listed on the agreement that Provider will not be noticed by our committee. The original Cooperative Agreement will be maintained at the OHR and a copy will be given to the Provider. The Cooperative Agreement will be e-mailed to the Providers by Ms. Adrian after the meeting.
- Mr. Prost and Ms. Zaneveld handed out a memo regarding the process for Providers seeking DBHDS approval for the addition of a new location of a licensed service in the same region. The memo will be e-mailed to the Providers by Ms. Adrian after the meeting.

## **VI. STANDING REPORTS**

Topic: **General Information**

Discussion: Affiliates were asked to bring any issues that include resident information to be heard in the closed session.

Action: Reports were read aloud and received from all affiliates in attendance.

## **VII. PUBLIC COMMENT**

**The following comment was made by Ms. Deborah Elliott:**

- Ms. Elliott a member of the DBHDS Cultural & Linguistic Competence Steering Committee briefed the NNRLHRC. Ms. Elliott emphasized to the affiliates that they should be implementing, practicing, and training Cultural & Linguistic Competency to all their staff. And making sure that Cultural & Linguistic Appropriate Services are meeting the cultural and linguistic needs of all individuals served and their family members. To learn more about DBHDS CLC committee and what they have to offer, visit <http://www.dbhds.virginia.gov/ohrdm-clc.htm>.

**The following comment was made by Manica Key, Family Sharing:**

- Ms. Key is visiting our LHRC because of interest in our area. Ms. Key is from Family Sharing which provides sponsored residential services in Regions 1 and 6. Ms. Deborah Brinkley, who could not attend is Ms. Key's business partner worked at the Newport News CSB for 14 years before coming to Family Sharing. Mr. Prost stated that in terms of an assignment to an LHRC, that would be strictly through the OHR.

## **VIII. CLOSED SESSION**

Motion: At 3:45pm Ms. Elliott moved that the NNRLHRC go into executive session, pursuant to Virginia Code 2.2-371(A), for the protection of privacy of individuals and their records in personal matters not related to public business, namely to conduct a hearing pursuant to the Regulations, namely to review serious incidents from Alexander House, Residential Living Options, Family Solutions, and Newport News Behavioral Health Center. Also an interview will be conducted with Mr. Tim Russell as a possible new committee member. Ms. Rukin seconded the motion. Vote was taken, all in favor.

Note: The Freedom of Information Act annual briefing was held during closed session with the NNRLHRC board members.

## **IX. RECONVENED IN OPEN SESSION**

Motion: At 4:40pm a motion was made by Ms. Elliott to reconvene into Open Session. Motion seconded by Mr. Thompson along with making the following statement, "each member shall certify that to the best of their knowledge that matters only lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed, or considered."

**X. LOCAL HUMAN RIGHTS COMMITTEE RECOMMENDATIONS**

**Alexander House:**

- No recommendations

**Residential Living Options:**

- No recommendations

**Family Solutions:**

- No recommendations

**Newport News Behavioral Health Center:**

- No recommendations

**XI. MEETING SCHEDULE 2011 (2:00-4:00pm): Dec 13**

**XII. NEXT SCHEDULED MEETING**

The next regular LHRC meeting is scheduled for Tuesday, December 13, 2011 at 2:00pm at Newport News Behavioral Health Center
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**XIII. ADJOURNMENT**

Ms. Tyler adjourned the meeting at 4:45pm

RESPECTFULLY SUBMITTED: Felicia Tyler, Chairperson

FT/ja